

Guidance for DVR Staff

IPE Services Temporarily Interrupted

November 9, 2004

If an individual cannot continue making progress toward achievement of the IPE objective, there are two alternatives: temporarily interrupting services or closing the case. Consumers should be informed of their responsibility to keep DVR informed of any significant change in their IPE progress.

If the decision is made to temporarily interrupt IPE services, this must be case noted in an IRIS general case note.

Criteria for temporarily interrupting services:

- The IPE is interrupted for a specific unforeseen circumstance.
- The consumer has a plan to resolve the reason for the interruption.
- The consumer has a timeframe for resuming the IPE, usually three to six months from the time the IPE is interrupted.
- The consumer intends to resume the IPE following the interruption.

If any of the above criteria are not met, the case should be closed and the consumer should reapply for vocational rehabilitation services when they are ready to participate in vocational rehabilitation services.

Exceptions to these criteria are possible based on individual need and circumstances. All exceptions should be documented in the case record with a rationale for the exception.

Questions about this guidance should be directed to Manuel Lugo
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